

CHAPTER 2

NAVY COLLEGE PROGRAMS AND EDUCATIONAL BENEFITS

The educational services officer (ESO) is part of a team that helps personnel achieve their educational goals. Those goals could be to complete high school, complete a vocational/technical certificate, or earn a college degree. The success of the various voluntary education programs is directly affected by the extent to which the ESO is knowledgeable about voluntary education opportunities.

The Navy encourages active-duty personnel to take part in off-duty voluntary education and over the past few years has made great strides in providing Sailors the opportunity to further their education. Because our country values educational achievement and the Navy wants to retain competent personnel, voluntary education programs have special value.

An enhanced military education program, called the Navy College Program (NCP), was developed to provide Sailors the education necessary to handle the increased requirements of a high-tech Navy. Key to the NCP is partnerships between the Navy and specific accredited colleges/universities to enable the award of college credit for military training and experience. The academic world recognizes the excellent quality of Navy training and this recognition is growing. Courses completed in military schools were the first non-campus courses in the country the American Council on Education (ACE) recommended for college-level credit, and ACE plays a major role in the NCP.

NAVY COLLEGE PROGRAM AND OFFICES

Learning Objectives: *Recognize the role of Navy College Offices; identify the various types of educational programs that can be pursued through Navy College Offices and the manner in which each can be accomplished.*

Mission: To enable Sailors to obtain a college degree while on active duty.

Vision:

- A single system that integrates all components of off-duty education.

- A comprehensive, recognizable program to attract high quality recruits.
- A command climate that recognizes the contribution of off-duty education to professional development.
- Increased college opportunity for every Sailor.

Components:

- Individual roadmaps to associate and bachelor degrees for every Sailor.
- Academic credit for Navy training.
- Automatic eligibility for NCP.
- Partnerships with institutions of higher learning.
- Career-long academic advising regardless of location.
- Automatic transcript (SMART) at key career junctures.
- Tuition Assistance, NCPACE, Testing, Academic Skills.
- Navy College Offices (local).
- Navy College Center – **web site:**
www.navycollege.navy.mil/
- **E-mail:** ncc@cnet.navy.mil **phone** 1-877-253-7122.

The implementation of the Navy College Program (NCP) began in FY00, and as a result, the Navy Campus Education Centers were renamed the Navy College Offices. These offices can provide any ESO further information about the program and its specific components.

In this chapter we will discuss the following information:

- Navy College Offices and Educational Opportunities pursued through them:
 - Academic credit for Navy training and work experiences – SMART transcripts.

- Key Role of Navy College Offices' Education Specialists/Guidance Counselors.
- ESO workshops conducted by Navy College Offices.
- Tuition Assistance (TA) Program.
- Academic Skills.
- Navy College Program for Afloat College Education (NCPACE).
- Servicemembers Opportunity Colleges/ Navy College Rating Partners.
- Testing and Certification Programs.
- The Navy College Center.
- United Services Military Apprenticeship Program (USMAP).
- Department of Veteran's Affairs (VA) Educational Assistance Programs.
 - Post-Vietnam Era Educational Assistance Program.
 - Montgomery GI Bill Act of 1984.
 - Selected Reserve and National Guard benefits under the Montgomery GI Bill.

A worldwide network of civilian educational advisors at major commands staffs the Navy College Offices. The offices offer educational opportunities and programs to meet the individual needs and interests of Navy personnel, which for enlisted personnel can be met primarily through the Navy College Program. The Navy College Offices offer educational counseling, testing programs through DANTES, and financial aid through the Navy Tuition Assistance Program. SECNAVINST 1560.4 and OPNAVINST 1560.9 govern Voluntary Education Programs. There are approximately 60 Navy College Offices located worldwide and the Naval Education and Training Professional Development and Technology Center (NETPDTC) in Pensacola, Florida manage them. In addition to the vision/components of the Navy College Program stated earlier, Navy College Offices also have the following goals:

- To enhance the personal and professional development of Navy personnel.
- To develop the leadership capabilities of service members and enhance mission readiness.
- To prepare personnel for career advancement/promotions in rate/rank.

- To support a sense of personal worth and accomplishment.

Personnel should receive counseling about the Navy College Program within 30 days after arrival at their first permanent duty station.

Anyone desiring to take advantage of the Navy's educational opportunities should start by visiting the command's ESO. The ESO and Navy College Office counselors work together. They can help members make the best use of educational programs. To be effective, Navy College Offices must coordinate with and have the support of all ESOs at sea and ashore.

Q1. The Navy College Offices offers programs to meet what needs of Navy personnel?

EDUCATIONAL OPPORTUNITIES PURSUED THROUGH NAVY COLLEGE OFFICES

The Navy College Offices open doors to civilian colleges for military personnel and provides them the opportunity to pursue education. Regardless of where personnel are stationed, they can earn the same academic degrees earned by students outside the military service. Personnel in paygrades E-6 through E-8 who earn an associate, bachelor, and/or graduate degree while on active duty could receive favorable consideration by their respective selection board. Some of the opportunities for which Navy members are eligible are as follows:

- Associate, bachelor, and graduate degree programs.
- Vocational and technical certificates.
- High school diploma or general education development (GED) equivalency certificate.
- Financial assistance for educational programs.
- Tests to gain college admission, receive college credit, or obtain national certification.
- Educational advising from professionals (education specialists and guidance counselors).
- Educational opportunities that will open doors to advancement, including various commissioning programs.

ACADEMIC CREDIT FOR NAVY TRAINING AND WORK EXPERIENCES – SMART TRANSCRIPTS

Navy personnel may receive academic credit from civilian schools for certain Navy training and work experiences based on recommendations made by the American Council on Education (ACE). These include the following:

- Service schools that have been evaluated and have recommended college credit.
- Job experience in the individual's Navy rating.
- Limited duty officer (LDO) or chief warrant officer (CWO) specialties.
- Certain Navy Enlisted Classification (NEC) codes that have been evaluated and have recommended college credit.

The longer people remain in the Navy, the more educational credits they can build. Rating Roadmaps identify the recommended credit for Navy training and rating specific work experience across a Navy career in a specific rating. The Roadmaps show Sailors how they will continue to earn credit as they advance in the Navy. Rating Roadmaps are available at the Navy College web site.

Navy members can make their academic credits "pay off" at an educational institution. Under the Navy College Program, the Navy has established partner educational institutions to bring enhanced opportunities to our Sailors to pursue a college education and achieve a college degree. In order to maximize the Navy's ability to provide access to college degree programs to Sailors, the primary medium for delivery of college education is through a variety of distance learning methods. Navy College Office counselors advise Sailors as to the variety of possibilities of using their credit for Navy training and work experience and the availability of education courses, when assisting personnel to complete degrees.

The Sailor/Marine Corps American Council on Education Registry Transcript (SMART) provides a consolidated electronic record of the service member's military experience. Credits for military experiences, as recommended by ACE, are included on the SMART. This includes military training courses, Navy ratings, Navy Enlisted Classifications, and Limited Duty and Warrant Officer Specialties. The SMART also shows other learning experiences for which there are no matching ACE credit recommendations and the reasons

why. Navy personnel may receive a personal copy of their SMART from the Navy College Program web site, from the Navy College Center, or from their Navy College Office. An official SMART, which is accepted by colleges and universities, may be requested using the Request for Sailor/Marine American Council on Education Registry Transcript request form, which is available from the Navy College Program web site, the Navy College Center, or the local Navy College Office. Official SMART transcripts are only sent to educational institutions. When requested by the service member, the official SMART is printed at the SMART headquarters' print shop, shrink wrapped in plastic, and mailed directly to the specified educational institution. In addition to listing the service member's military experiences and the ACE recommended credits, SMART contains information on any DANTES tests the member has taken for college credit (CLEPs, DSSTs, ACT-PEPs, ECEs), and lists college courses taken by the individual while on active duty that were funded by Tuition Assistance and/or NCPACE.

Corrections to the SMART may be made using SMART Correction Procedures (Navy), which is available at the Navy College Program web site.

Although the SMART transcript shows ACE recommended credit, it cannot guarantee the amount of credit civilian educational institutions will grant. **Neither the Navy nor ACE can award academic credit. Only the educational institution can grant academic credit for military training/experience as it relates to the student's degree program.**

Q2. What form provides a consolidated electronic listing of the service member's military experience?

KEY ROLE OF NAVY COLLEGE OFFICE EDUCATION SPECIALISTS/GUIDANCE COUNSELORS

The ESO should refer members who wish to pursue higher education to the Navy College Office. Navy College Office education specialists/guidance counselors have the latest information about courses of study/programs offered by various colleges. They play a key role in helping Navy personnel achieve educational goals.

The services of education specialists/guidance counselors are available at most naval facilities in the United States and at major sites overseas. If these personnel are unavailable, the ESO should help members with information, assistance, and reference materials.

The major responsibilities of education specialists/guidance counselors include, but are not limited to, the following:

- Providing counseling/information on the Navy College Program.
- Helping personnel set realistic, attainable educational goals.
- Evaluating the member's prior civilian education and military training and work experience for possible academic credit toward a degree.
- Recommending colleges for various programs of study.
- Helping personnel enroll and register in courses and programs.
- Providing guidance on the SMART.
- Providing tests for college admissions, college credit, or national certification.
- Approving Navy Tuition Assistance.

Q3. The ESO should refer members who wish to pursue higher education to what activity?

Q4. If Navy College Office personnel are unavailable, who should help members with information, assistance, and reference materials?

ESO WORKSHOPS CONDUCTED BY NAVY COLLEGE OFFICES

Navy College Offices, at various locations, schedule and conduct ESO workshops designed to acquaint the ESO with voluntary education in the Navy. These workshops are sometimes the only classroom training available to ESOs.

Q5. Who schedules ESO workshops?

TUITION ASSISTANCE PROGRAM

ESO's should be well informed about the Tuition Assistance (TA) Program and should be able to help applicants fill out the TA form.

TA is the Navy's financial assistance program for active duty service members pursuing voluntary education goals during off-duty hours. It pays a portion of the tuition at accredited high schools, colleges/universities, and vocational/technical schools. TA does not pay for books or registration fees.

TA can be used for both classroom and distance learning courses.

TA is open to both officer and enlisted active duty personnel. It is also open to Naval Reservists on continuous active duty and Naval Reservists ordered to active duty 120 days or more. To qualify, service members must:

- Be on active duty for the whole length of the course(s).
- Attend an accredited institution. (Check with Navy College Office to verify the school's accreditation status.)
- Be pursuing a high school diploma or equivalency, vocational/technical certificate, or associate, bachelor, master, doctorate, or professional degrees.
- Receive counseling from a Navy College Office.
- Submit an application to the Navy College Office before the beginning of the course. (Application for TA, NAVMC 10883, must be submitted to the Navy College Office before the end of the school's late registration or add-drop period.)
- Successfully complete the course.
- Agree, if an officer, to remain on active duty for at least 2 years upon completion of courses funded by TA. This obligation runs concurrently with any remaining obligated service time. Repayment of TA does not negate the obligation. Those allowed to resign/retire before having served the obligation must repay the TA funds expended on their behalf during the last 2 years of active duty on a pro-rata basis.

TA Benefits

The level of TA for Navy personnel meeting eligibility requirements is capped as follows (as of publication date):

- Undergraduate and graduate courses (measured in semester or quarter hours): 75 percent of tuition not to exceed \$187.50 per semester hour/\$125.00 per quarter hour and no more than \$3,500 per individual per fiscal year. Applies to those seeking associate, bachelor, master, doctorate, or professional degrees.
- Vocational/Technical courses (measured in clock hours): 75 percent of tuition, not to exceed

\$12.50 a clock hour. TA is capped at \$3,500 per individual per fiscal year for vocational/technical courses leading to a certificate.

- High school completion courses (measured in Carnegie units) for service members who do not have a high school diploma: TA will fund 100 percent.
- Within existing caps, the Navy pays 100% for members serving in a Secretary of Defense “Contingency Operations” area.
- A service member may now apply to the Department of Veterans Affairs (DVA) for reimbursement of tuition not covered by Tuition Assistance. The service member must be eligible for Montgomery GI Bill benefits. Ask the local Navy College Office for information on procedures for requesting reimbursement.

When TA funds are constrained, the Chief of Naval Operations may impose policy changes on the level of funding and the priorities for authorizing TA.

TA Submission and Approval Requirements

Applicants must submit an Application for TA (NAVMC 10883) to the Navy College Office before the class convening date.

Steps:

- The service member and a Navy College Office education specialist/guidance counselor have a counseling session, either one-on-one or in a group, and decide what institution to attend, what course of study to pursue, and which course(s) to take. TA policies are fully explained to the member.
- The service member fills out an Application for TA Form, which lists the courses he or she plans to take during the upcoming term. This form is available from the Navy College Office or the student’s parent command. The service member must read and comply with all the provisions on the reverse of this form. The TA form is available in the Navy Supply System, stock number 0109-LF-069-0000 or on the Navy College **web site**.
- The member submits the form to the Navy College Office before course registration. The form must be submitted before the end of the school’s late registration or add-drop period.

- Navy College Offices process and approve the TA Application. Upon approval, a TA Authorization Form is signed by the education specialist/guidance counselor and returned to the service member.
- The member submits the original, signed copy of the TA Authorization Form to the school at registration. At that time, the service member pays the tuition costs not covered by TA. The college will use this authorized form to bill the Navy for the remainder of the tuition costs.

TA will fund distance learning through either up-front TA or on a reimbursable basis. To obtain up-front TA for distance learning, the coursework must be completed in one school term and there must be definite beginning and ending dates. Terms cannot exceed 24 weeks. The Navy through DANTES reimburses courses that exceed 24 weeks provided the service member enrolls using DANTES Form 1562/31 and completes the course with a passing grade. DANTES Form 1562/31 is available at Navy College Offices.

- Q6. TA is the Navy’s financial assistance program for what type of service members?*
- Q7. Federal law provides for multiple levels of funding under TA. What is the maximum amount of TA that may be provided for undergraduate and graduate courses?*
- Q8. When funds are constrained, who may impose policy changes on the level of funding and the priorities for authorizing TA?*

ACADEMIC SKILLS

Academic Skills are provided through the Navy College Learning Program with instruction in English, mathematics, and reading through computer courses and/or instructor-taught classes. Offering a sound educational foundation before proceeding on to college level work, this Navy College Program is available at no cost to commands or participants. Sailors may work on their English, mathematics, and/or reading skills at either Navy College Learning Centers (NCLCs), which are established at specified Navy bases according to available funding and contract requirements, or in Navy College Learning Program (NCLP) courses taught by contracted instructors on the installation. After completion of a diagnostic placement test, both NCLC and NCLP provide non-credit instruction designed to advance the

student from the level at which he or she pre-tested toward a mastery of skills equivalent to high school completion.

The Navy College Learning Program directly relates to professional development and personnel READINESS. All naval personnel must be able to read and comprehend technical materials, complete mathematical computations, and express themselves orally and in writing. Sailors succeeding in academic skills instruction will possess the minimum skill levels necessary to complete job training and function acceptably in a work environment and will be better prepared for advancement. Sailors will be better equipped to communicate with peers and lower and upper level personnel. As a result of successful academic skills instruction, Sailors may have a better understanding of command mission and operational requirements and may also develop a more positive attitude about the Navy.

Navy College Learning Centers

The Navy College Learning Centers (NCLCs) contract provides facilitated computer learning centers that are open a minimum of 40 hours a week. Each NCLC is available to all active duty Navy personnel. In addition, all adults with valid U.S. military identification are eligible to use the center on a space available basis. This includes members of other services, retirees, adult family members, and DoD personnel OCONUS. With additional base funding, the NCLC may be opened for a total of 60 hours a week and the command may determine student eligibility for use of these extra hours. The NCLC guidelines are as follows:

- Students schedule themselves to study in the center, either on-duty, off-duty, or a combination of on- and off-duty time.
- After completing on-line placement tests, students are assigned English, math, and/or reading modules according to their specific needs.
- In addition, students may elect to work on supplementary software programs at the NCLC, which may include: algebra, calculus, trigonometry, physics, social studies, science, life and job skills, and test preparations for the ASVAB, GED, SAT, ACT, and CLEP exams.
- Students may work as long as they need to complete their goals.

Navy College Learning Program

The Navy contracts with accredited educational institutions to provide NCLP instruction. All active duty Navy and Marine Corps personnel assigned to the base that hosts an NCLP are eligible to attend. Active duty Navy personnel assigned to other commands may participate when schedules allow. After a minimum of 10 (for English or mathematics)/5 (for reading), eligible Navy and/or Marine Corps students are enrolled, additional students including active duty personnel from other services, other DoD personnel, and when OCONUS, adult family members may attend. The NCLP guidelines are as follows:

- Instruction consists of 45 hours over a time frame of 3 to 8 weeks.
- Each course covers a single subject.
- Course may be delivered as individualized or group instruction.
- Instruction may take place during the Sailor's on-duty, off-duty, or a combination of on- and off-duty time.
- Instruction is noncredit.
- A course must have at least 10 students (for English or mathematics)/5 (for reading) but no more than 15.
- Attendance is monitored. Students are expected to attend the entire course.
- Courses are organized and requested through the Navy College Office at any time.

Information concerning all Academic Skills enrollment procedures can be obtained through the local Navy College Office. All active duty personnel are eligible to attend.

Q9. What program allows Sailors to acquire skill levels to complete job training and prepares them for college level work?

Q10. The Navy College Learning Center provides facilitated computer learning centers to be open a minimum of how many hours a week?

Q11. Under the Navy College Learning Program, a class for English or Math must have at least 10 but no more than what number of students?

NAVY COLLEGE PROGRAM FOR AFLOAT COLLEGE EDUCATION

The Navy College Program for Afloat College Education (NCPACE) is an integral part of the Navy's Voluntary Education program. As personnel rotate to complete Navy assignments, NCPACE permits the initiation and continuation of progress toward an academic degree. NCPACE provides an atmosphere in which students can experience a challenging education in a shipboard or remote site environment, preparing them for personal as well as professional growth. Under NCPACE, academic skills and college courses are available through both instructor and technology delivered methods. All college courses are fully transferable and are provided from accredited SOCNAV institutions. Commands with a sea duty UIC and specifically selected remote sites are eligible to participate in NCPACE. Education services under the NCPACE contract include:

- **ORIENTATION SERVICES:** A session or series of sessions during which potential students for either instructor or technology delivered courses are provided a crew brief, assessed as to their interests and abilities using an education needs assessment survey, placement tested, counseled on eligibility requirements, and, if applicable, familiarized with computer hardware and software. Experience suggests multiple orientation sessions may take a week for small ships (fewer than 250 personnel) and as long as a month to 6 weeks for aircraft carriers. This service includes training of the NCPACE team and academic skills facilitator. At remote sites, counseling and assistance is provided for using tuition assistance to fund college courses. Using Orientation Services' recommendations, the commanding officer may choose the instructional modes of delivery and number of courses to be provided to the crew. Computer, instructor, and/or video teleconferencing courses are requested after Orientation Services are completed. The contractor provides more than 200 courses from which to choose.

- **COMPUTER-DELIVERED COURSES:** This program uses computer-based technology to provide academic skills and college-level courses. Computer courses use one of three formats: Computer Interactive Video, CD-ROM, or Internet. The contractor will provide computers, or commands may elect to use their own computers for CD-ROM and Internet courses. A resident instructor is not required. A limited number of graduate level CD-ROM courses can be provided.

- **INSTRUCTOR-TAUGHT COURSES:** This program provides academic skills and college-level instruction and requires the deployment of a civilian instructor.

- **VIDEO TELECONFERENCING (VTC) COURSES:** A limited number of graduate courses can be provided via VTC if the command has the appropriate equipment.

NCPACE course eligibility is based on the following guidelines:

- Computer-delivered course eligibility is based on minimum test scores established by the institution to qualify the student for enrollment in that course.
- Instructor-taught course eligibility is based on screening and placement testing.
- NCPACE offers Academic Skills and undergraduate/graduate level courses.
- Other than at remote sites, NCPACE is offered at no tuition cost to service members; however, members enrolling in college courses must pay for textbooks, workbooks, and lab fees.
- The minimum order for computer-delivered courses is 5 enrollments, with a maximum of 20 per computer system; for instructor-taught courses the minimum class size is 10 students. A minimum course order for instructor courses is two courses in the same academic discipline or two sections of the same course.
- NCPACE students are under no obligation to extend their obligated service enlistment.

NCPACE instructor college class terms are accelerated and last between 6 to 8 weeks. Most computer course terms are 90 days. VTC and Internet courses may use the terms established by the institution. All courses offered have the same content as those on campus and carry resident college credit. The registrar of the contract school maintains student transcripts.

ESOs should coordinate and plan NCPACE courses with the authorized contractor, being sure to keep the Navy College Office education specialists serving the command informed and using them as a guide. ESOs should begin planning for NCPACE courses well in advance of the ship's scheduled deployment (2 to 3 months). The Navy College Office

education specialist may assist ESOs in the following areas:

- Clarifying procedures for requesting NCPACE courses.
- Ensuring the ship's NCPACE point of contact (POC) is aware of the responsibilities for conducting NCPACE.
- Ensuring that if the command plans to utilize computer courses, they assign an NCPACE Team consisting of the ESO, NCPACE POC, and up to two petty officers to monitor students. If the command plans to allow computer-delivered Academic Skills courses, they assign an NCPACE Facilitator to assist and monitor students.

The coordination of the NCPACE POC, the contractor, and the Navy College Office education specialist determines the success of NCPACE. The NCPACE POC should carry out the following actions:

- Ensure minimum enrollments have been met.
- Ensure class dates correspond with the ship's operating schedule to prevent lengthy delays or interruptions in the learning process. Take holidays and inport schedules into consideration when making up the term dates.
- Ensure officer berthing is available for the civilian instructor and that arrangements have been made for him or her to mess in the wardroom. Instructors are given an equivalent civil service grade of GS-12 and are entitled to officer accommodations. The instructor pays the wardroom mess bill and is reimbursed by the school.
- Ensure suitable classroom space is available.
- Ensure suitable computer space is available. Determine if command or contractor computers are to be used.
- Request the desired courses from the Naval Education and Training Professional Development and Technology Center (NETPDTC) by message or E-mail using the format provided by NETPDTC.

Provide NETPDTC with confirmation when Orientation Services or courses have been completed. Provide NETPDTC with confirmation of students who are to receive command-supported withdrawals.

- Provide NETPDTC with instructor evaluations and student course critiques.
- Additional information on NCPACE can be obtained from your nearest Navy College Office and the NCPACE contractor assigned to support your homeport.

The ESO should ensure that the following is done in order to have a successful NCPACE program:

- Ensure that there is command support from the top down to include the Chief's mess.
- Each student enrolling in the NCPACE program should have an approved Special Request Chit or a page 13 entry. This is a two-way street. The student is making a commitment to complete the courses and the chain-of-command approves and supports the student's involvement in NCPACE.
- Whenever possible use a Professional Development Board to screen prospective NCPACE Technology students. Students should be screened for being self-motivated to complete an independent study course and for having specific degree goals for their courses.
- Ensure all command NCPACE requests are approved by a command official with "By Direction Authority" before the request is sent to NETPDTC.
- Ensure that students enrolling in technology courses are underway watch qualified.
- Widely publicize crew briefings, registration dates, course offerings, and term dates.
- Request the NCPACE program with sufficient time before the start date of the first term. Courses should be ordered 20 to 30 days before the term start date.
- Make the instructor a part of the crew. Personally introduce him/her to the CO/XO/CMC. Provide the instructor with a personal orientation to the ship and explain Navy evolutions like General Quarters.
- Monitor courses and student attendance.

The ESO should also ensure that a Command **DOES NOT**:

- Invite a school that is not part of NCPACE to provide counseling or offer courses on ships and submarines.

- Begin NCPACE classes without proper authorization from NETPDTC.
- Request courses that are not reflected on the crew survey.
- Attempt to offer NCPACE classes without close collaboration with the local Navy College Office.
- Offer NCPACE courses before completing CO, XO, CMC, ESO, and crew briefs.

Q12. What program provides an atmosphere in which students can experience a challenging education in a shipboard or remote site environment?

Q13. Which course delivery method under NCPACE does not require an onboard college instructor?

Q14. How many months in advance of the ship's scheduled deployment should ESOs plan and coordinate NCPACE courses?

SERVICEMEMBERS OPPORTUNITY COLLEGES AND NAVY COLLEGE RATING PARTNERS

The Servicemembers Opportunity Colleges (SOC) consists of a national group of approximately 1,250 colleges. These colleges have agreed to cooperate with the military services to support voluntary education programs. SOC members include 2-year and 4-year colleges and universities and technical institutes. SOC members adhere to specific principles and criteria to ensure high-quality academic programs are available to military students.

SOC schools collectively offer the full range of associate and baccalaureate degrees. Many offer on-base programs and some serve military installations overseas.

SERVICEMEMBERS OPPORTUNITY COLLEGES—NAVY (SOCNAV)

SOCNAV consists of accredited colleges offering associate (SOCNAV-2) and bachelors (SOCNAV-4) degree programs to Navy members worldwide either in resident courses or through distance learning. A student must establish academic residency with the "parent" institution. The "parent" college issues an official evaluation of all prior learning in the form of a SOCNAV Student Agreement. This agreement serves as the student's academic plan and contract for the degree.

The *SOCNAV-2 and SOCNAV-4 Handbooks* serve as manuals for the program and are used by the Navy College Offices' education specialists and guidance counselors to advise members interested in SOCNAV. The SOCNAV program manager can be contacted by **e-mail** at socmail@aascu.org. Further information on this program is also on the following **web site**: www.soc.aascu.org/socnav.

NAVY COLLEGE RATING PARTNERS (NCRP)

In response to the Sailor's need for greater access to higher education, the Navy College Program has developed new partnerships with colleges and universities to offer rating-related degrees via distance learning to Sailors everywhere.

As members of SOCNAV, these new education partnerships provide associates and bachelors degree programs related to each rating and make maximum use of military professional training and experience to fulfill degree requirements.

The program also provides opportunities to take courses through distance learning so that Sailors anywhere will be able to pursue a degree. The goal of the NCRP Schools is to support both the Sailor's mobile lifestyle and educational goals. Courses are offered in a variety of formats such as CD-ROM, videotape, paper, or over the Internet.

Navy College Rating Partners are

- City University,
- Coastline Community College of California,
- Dallas Telecollege of the Dallas Community Colleges,
- Embry Riddle Aeronautical University,
- Empire State College,
- Florida Community College At Jacksonville,
- Florida State University,
- Fort Hays State University,
- George Washington University,
- Old Dominion University,
- Pikes Peak Community College,
- Rogers State University,
- Thomas Edison State College,

- Troy State University,
- University of Maryland University College, and
- Vincennes University.

Contact a Navy College Office or the Navy College Center about the degree programs available from the partnership schools at the Navy College web site.

Q15. SOC consists of a national group of approximately how many colleges?

Q16. What type of degree can a member earn under the SOCNAV-2 program?

Q17. What type of degree can a member earn under the SOCNAV-4 program?

TESTING

Various DANTES examinations and testing services are available to service members. Most of the tests are free to Navy members. Consult with the Navy College Office, which maintains the *DANTES Examination Program Handbook (DEPH)*, for full details on each test. Navy College Office staff members are trained to act as DANTES test control officers.

The examinations provided by DANTES are available to all active-duty military personnel, midshipmen of the U.S. Naval Academy, and reservists. Funded DANTES examinations are not authorized for persons who have been separated from active military service or are not members of a Reserve component.

DANTES sponsors a wide range of examination programs throughout the world at various education centers (administered primarily by Navy College Offices) and aboard ships (administered by ESOs).

For additional information on the DANTES Examination Programs, visit their **web site** at www.voled.doded.mil/dantes/exam/index.htm or contact your local Navy College Office. The primary testing programs available through DANTES are described in the following paragraphs.

GED Testing Program

The General Education Development (GED) Testing Program is designed for adults who have not finished their formal high school education. Through the GED they can earn a high school equivalency certificate.

College Admission Examinations

College admission examinations determine the qualification of personnel for college admission and for some officer accession programs. Qualification is based on the applicants' scores on American College Testing Assessment (ACT) or Scholastic Assessment Test (SAT). The Graduate Record Examination (GRE), the Graduate Management Admission Test (GMAT), and the Law School Admissions Test (LSAT) are also available through this program. GRE, GME, and LSAT scores are used to determine a person's eligibility for admission to various graduate schools.

College Level Examination Program

College Level Examination Program (CLEP) examinations are nationally recognized and widely accepted as a means by which people can earn credit by examination. CLEP general examinations consist of a battery of five tests that measure college-level achievement in basic areas usually covered in the first 2 years of college. About 70 percent of Navy examinees successfully pass the CLEP tests. This is a strong motivator for career personnel. Personnel who already possess credit for service schools and work experience may earn an associate degree more quickly by successfully completing CLEP tests. CLEP subject examinations are also available. They measure knowledge of basic concepts, principles, relationships, and applications involved in college courses with the corresponding title.

DANTES Subject Standardized Tests

DANTES Subject Standardized Tests (DSSTs) include a series of examinations in academic subject matter areas not usually covered under CLEP. The DSST program includes approximately 36 undergraduate-level college subjects. Similar to final examinations, DSSTs demand a comprehensive knowledge of the subject. The examinations are multiple-choice and, unlike other examinations, are not timed. Personnel may earn 3 semester hours of credit for each DSST, as recommended by the American Council on Education (ACE). DSSTs are just another source from which Navy personnel can earn college credit.

Excelsior College Examination Program

Excelsior College Examinations, formerly the American College Testing Proficiency Examination

Program (ACT/PEP), are used to meet specific college degree requirements of the Excelsior College degrees and are accepted by many other colleges. The ECEs are available to all active-duty military personnel. Over 35 separate ECEs are available in the areas of art and sciences, business, education, and nursing. Military members may earn academic credit from many colleges and universities for successfully completing these tests.

PRAXIS Series Exams

PRAXIS Series Exams are used by some states for initial teacher certification. Pre-Professional Skills Tests measure basic skills competency in reading, math, and writing. Subject Assessment and Specialty Area tests measure understanding of the content and methods applicable to specific subject areas.

Q18. What handbook do you consult for full details on DANTES examinations and test services?

Q19. What do college admission examinations (ACT/SAT) determine?

Q20. The DSST program includes approximately how many undergraduate-level college subjects?

CERTIFICATION PROGRAMS

DANTES provides certification examinations in several professional and technical areas. The sponsoring professional or technical association provides these examinations. These examinations are a good way for Navy members to obtain civilian recognition for their Navy training while demonstrating a high level of professional competence. Navy College Office test control officers are authorized to administer these examinations and there is a fee required for most.

There are about 30 certification examinations available. In addition to receiving certification, the American Council on Education (ACE) has reviewed four certification examinations for college credit. The local Navy College Office or the DANTES staff can provide members with details about certification examinations.

If you have access to the Internet, you can get more information on the DANTES Certification Program at the DANTES web site .

NAVY COLLEGE CENTER

The Navy College Center (NCC) is the central point of contact for information about all components

of the Navy College Program (NCP). The NCP web site, provides Sailors and Marines easy access and one-stop shopping for information on Navy College programs and ongoing voluntary education programs.

The NCC's mission is to increase the availability of educational information worldwide and provide maximum support to Sailors, Marines, and Navy College Offices. NCC is the central point of contact regarding partnership institutions. NCC provides Official and Individual SMART transcripts, conducts SMART research, and processes corrections and/or additions to the SMART.

The NCC operates 7 days a week from 0600 to 2100 CST. The NCC provides information and referral service as well as Navy College Program and SMART information to anyone by telephone, fax, e-mail, U.S. Postal Mail, or through the NCP web site. The Navy College Center may be reached as follows: Phone: toll free at 1-877-253-7122 / DSN 922-1828; Fax: (850) 452-1281 / DSN 922-1281; E-mail: ncc@cnet.navy.mil. The Navy College Center monitors the Navy College Program web site.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP)

The United Services Military Apprenticeship Program (formerly the Navy National Apprenticeship Program) can best be explained by the following questions and answers:

- What is the program? The USMAP allows Navy, Marine Corps, and Coast Guard personnel to receive registered certification of the member's military training and work experience. Completion of the USMAP promotes recognition equal to civilian counterparts.
- What does the program do? The program develops highly trained military men and women who will continue to use their technical skills and knowledge within their branch of service and who will qualify for employment in a recognized civilian trade after the expiration of their enlistment. Eligible men and women benefit by getting the same credit for specified military work experience and training as their civilian counterparts receive in civilian industry. The USMAP promotes recognition of the value of military training and experience.
- What does it take to get into the program? Enlisted members must be on active duty, have a

high school diploma or GED equivalence, be a graduate of a military service school and/or other related school(s) applicable to the apprenticeship trade; and be assigned duty in an authorized apprenticeship trade billet.

- How does the member benefit? The program demands quality performance and evidence of professional growth by the participant. The apprentice learns the knowledge, skills, tools, and materials of the trade through a combination of on-the-job training and related study while performing his/her military job. At the conclusion of the requirements, the member is awarded a Certificate of Completion of Apprenticeship in the appropriate trade from the Department of Labor, Washington, D.C.
- How do the Navy and other service branches benefit? The military services get highly motivated groups of professional men and women working to meet the high standards required by all branches of service. The USMAP is a high retention tool, normally taking more than one enlistment to complete an Apprenticeship. As a natural part of the program, enrolled members enthusiastically volunteer for more on-the-job training (OJT). The more work a member performs, the more the member can log in a work experience hourly record. Morale and job performance improves.
- What does the program cost the member? Other than a commitment to excellence, not a penny. The Chief of Naval Education and Training handles all program costs.
- How long does it take to complete the program? That depends on the required hours of the trade in which the member enrolls. USMAP approved trades range from 2,000 to 10,000 hours. A 2,000 hour trade is considered a 1-year program; 8,000 hours, a 4-year program (etc.).

A list of current Applicable Trades by Ratings for the USMAP can be found on the USMAP web site www.cnet.navy.mil/nnaps. If the enlisted member's rating appears on this list, the next step is for the individual to complete an application form and submit it to the USMAP office in accordance with information provided on the Web site at "WHERE TO START?" Marines should visit their local Lifelong Learning Centers for information and registration into the USMAP. OPNAVINST 1560.10B governs this program.

Apprentice applications and progress/status report forms are available at no cost through the Defense Activity for Non-Traditional Education Support (DANTES), 6490 Saufley Field Road, Pensacola, FL 32509-5243 using the following stock numbers.

- (1) Apprentice Registration Application (CNET 1560/1) – DANTES Stock No. 0400.
- (2) Apprentice Progress/Status Report (CNET 1560/2) – DANTES Stock No. 0401.

NOTE: If you do not have the authority to order forms through DANTES, contact your local Navy College Office for a supply.

The Work Experience Hourly Record (CNET 1560/3) and Work Processes Schedules are available on the USMAP web site link at "FORMS."

A training WIZARD providing instruction for filling out the Work Experience Hourly records and completing the Apprentice Progress/Status Report form is available on the USMAP web site link at "FORMS." A CD copy of this WIZARD can be obtained by contacting the USMAP office. **NOTE: You will need Microsoft Explorer or Netscape browser to access this program.**

ESOs, CCCs, and Navy College Office education specialists/guidance counselors may obtain promotional pamphlets and information packages for their commands by contacting the USMAP office at DSN 922-1001 extension 1817/1741 or commercial (850) 452-1001 extension 1817/1741.

Q21. When a member enrolled in the United Services Military Apprenticeship Program completes all of the requirements, what type of certificate is he or she awarded?

Q22. What, if anything, does it cost a member to enroll in the United Services Military Apprenticeship Program?

DEPARTMENT OF VETERANS' AFFAIRS EDUCATIONAL ASSISTANCE PROGRAMS

Learning Objectives: *Identify the basic Department of Veterans' Affairs educational assistance programs available for in-service and veteran personnel.*

Veterans' Affairs (VA) educational assistance refers to the financial aid available to pay for eligible veterans and active-duty personnel to attend school.

Veterans' educational assistance is available primarily through the following programs:

- Post-Vietnam Era Veterans' Educational Assistance (VEAP).
- Montgomery GI Bill (MGIB).

The following paragraphs contain basic information on these programs. The ESO can obtain detailed information from the local Navy College Office, CCC, VA office, the institution the student is going to attend, or Navy Personnel Command, PERS- 604, at DSN 882-4258/59 or 901-874-4258/59. If you have access to the Internet, you can examine the Department of Veterans' Affairs Educational Assistance Programs home page at **web site** www.gibill.va.gov.

POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM

The Post-Vietnam Era Veterans' Educational Assistance Program (VEAP) is a voluntary, contributory educational financial assistance program. It is available for personnel who entered the Navy during the period from 1 January 1977 through 30 June 1985. Personnel who elected to take part in this program contribute between \$25 and \$100 per month for a minimum of 12 months or make lump sum payments as desired. The member's total contribution cannot exceed \$2,700. Only active-duty members may make contributions. For every dollar the member contributes, the Navy contributes a matching two dollars. Thus, a person's contribution of \$2,700 will provide a total benefit of \$8,100 in the education fund. The member receives direct payment of benefits after the school confirms the member's enrollment in training.

Active-duty personnel may disenroll and request a refund of unused contributions. OPNAVINST 1780.2 contains more detailed information about the procedures for accomplishing these actions.

MONTGOMERY GI BILL ACT OF 1984

Beginning on 1 July 1985, non-prior service members entering active duty began receiving educational benefits under the Montgomery GI Bill (MGIB). Service members eligible for the Vietnam Era GI Bill may also be eligible to receive benefits under the MGIB.

Members may use their in-service benefits after 2 years of active duty. They must use all benefits within 10 years after the date of last discharge or release from active duty.

Those who began active duty after 30 June 1985 automatically incur a monthly pay reduction of \$100

per month for 12 months unless they elect not to take part in this program. Service members must make this one-time, irrevocable decision when they begin active duty. Officer candidates make this decision at the time of their commissioning.

Vietnam Era GI Bill personnel do not have to contribute to the program to remain eligible. They receive one-half of their Vietnam Era GI Bill entitlement rate that was effective 31 December 1989 plus the basic MGIB rate. This payment may not exceed 36 months or the number of months of remaining Vietnam Era entitlement; whichever is less. The total entitlement used under both bills cannot exceed 48 months.

SELECTED RESERVE AND NATIONAL GUARD BENEFITS UNDER THE MGIB

Effective 1 July 1985, selected Reserve and National Guard personnel became eligible for educational benefits under the MGIB. To be eligible, the member must meet the following requirements:

- Be a high school graduate or have a GED equivalency certificate.
- Have completed 180 days of consecutive Reserve component service before drawing benefits (computed from the date of the oath of enlistment).
- Not have an ROTC scholarship.
- Agree to enlist, extend, or reenlist for 6 years.

Students must complete a DD Form 2384, Notice of Eligibility, to begin the process. After signing a Form 2384, students should verify the acceptability of proposed courses with the Veterans' Affairs Office at their school. The school must certify the student's training to the VA. The processing normally takes about 1 month. Reservists do not have to pay any money to participate.

Participants have up to 10 years in which to use their benefits, but they must remain qualified members of the Selected Reserve in good standing. The benefits end as soon as the member separates from the Selected Reserve or after 10 years, whichever comes first.

Q23. The Post-Vietnam Veterans' Educational Assistance Program is available for personnel who entered the Navy during what time period?

Q24. Selected Reserve and National Guard personnel became eligible for educational benefits under the Montgomery GI Bill in what year?

SUMMARY

The Navy provides educational benefits to members through the ESO, CCC, Navy College Offices, and DANTES. ESOs must make sure all persons are aware of these benefits. ESOs should guide Navy people as they pursue the various voluntary education programs. ESOs and civilian education specialists/guidance counselors should assist naval personnel in selecting the goals that are right for them. As an ESO you will find it rewarding to help personnel attain their goals.

Because of the many instructions and publications that govern educational programs, ESOs must have up-to-date information. They should check with the local Navy College Office or the VA to get the latest educational benefits information. ESOs should also make every effort to attend the ESO workshops offered by Navy College Offices at various locations around the world.

To find out where the Navy College Offices are located and points of contacts at these offices, access the Navy College Program **web site**.

REFERENCES USED TO DEVELOP THIS CHAPTER

Navy Voluntary Education Program, CNETINST 1560.3D, Chief of Naval Education and Training, Pensacola, Fla., 1991.

ANSWERS TO EMBEDDED QUESTIONS

CHAPTER 2

A1. *Offers educational opportunities to meet the individual needs and interests of Navy personnel.*

- A2. *SMART transcript*
- A3. *Navy College Office.*
- A4. *The Educational Services Officer.*
- A5. *The local Navy College Offices.*
- A6. *Active Duty service members.*
- A7. *75% , not to exceed \$187.50 per credit hour nor to exceed \$3,500.00 per individual per fiscal year.*
- A8. *Chief of Naval Operations.*
- A9. *Academic Skills.*
- A10. *40 hours.*
- A11. *15 students.*
- A12. *NCPACE.*
- A13. *Computer-delivered courses.*
- A14. *2-3 months.*
- A15. *1,250.*
- A16. *Associate degree.*
- A17. *Bachelor's degree.*
- A18. *DANTES Examination Program Handbook (DEPH).*
- A19. *Qualification of personnel for college admission and for some officer accession programs.*
- A20. *36.*
- A21. *A Certificate of Completion of Apprenticeship in the appropriate trade.*
- A22. *Nothing.*
- A23. *From 1 January 1977 through 30 June 1985.*
- A24. *1 July 1985.*